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Under Federal Rule of Civil Procedure 16 and Local Rule 240, IT IS HEREBY ORDERED: 1 1. When serving process under Rule 4, plaintiff(s) shall provide each defendant with a copy of 2 3 this order and the consent information attached to this order. Within 10 days after service of 4 process on a given defendant, plaintiff(s) shall file a certificate stating that the defendant was 5 served under Rule 4.1 2. Each party shall return the "CONSENT / DECLINE OF U.S. MAGISTRATE JUDGE 6 7 JURISDICTION" form to the Clerk within 90 days from the date the action was filed, 8 or within 14 days of removal from state court. The parties are strongly encouraged to 9 submit their consent forms before the filing of any motion, so the motion can be noticed before 10 the proper judge. Failure to do so may result in the court vacating a hearing or declining to resolve the motion until all consent designations have been submitted. 11 12 3. Within 30 days of the filing of an answer to the complaint, the parties shall file a joint status 13 report addressing the relevant portions of Local Rule 240(a) to facilitate the entry of a pretrial scheduling order. Therein, the parties may propose dates for a hearing based on the court's 14 15 available hearing dates or may agree the court can enter a scheduling order without the need 16 for a hearing. 17 4. The parties are directed to the undersigned's Standing Orders, located on the court's web 18 page at www.caed.uscourts.gov. The parties should take note of the page limits assigned to 19 civil motions and discovery joint statements. The parties are responsible for knowing and complying with the court's standing orders. 20 21 5. The parties are reminded of their continuing duty to notify chambers immediately of any 22 settlement or other disposition. See Local Rule 160. /s/ SEAN C. RIORDAN 23 UNITED STATES MAGISTRATE JUDGE 24 25 26 ¹Alternatively, if this action was removed from state court, the removing party shall immediately serve 27 upon each of the other parties, and upon all parties subsequently joined, a copy of this order, and 28 shall file with the Clerk a notice that the parties have been served.

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